

City of Chicago Nonprofit Readiness Summit

Thursday, March 9th, 2023 (virtual meeting)

9AM – 12PM CT

Tentative Agenda:

- **9:00 – 9:15am:** Welcome and Opening Remarks from Mayor Lori E. Lightfoot
- **9:15 – 9:30am:** Overview of City of Chicago Delegate Equity Strategy
- **9:30 – 10:30am:** Overview of Open & Upcoming RFPs from City Departments – with Q&A
 - Track A – Community Services – including Violence Prevention, Human Services, Workforce Development, and Public Health
 - Track B– Transportation, Infrastructure, & Sustainability – including transit, water, and resiliency projects
 - Track C –Community Development – including community investments, small business support, housing, and the arts
- **10:30 – 11:30am: Breakout Sessions – with Q&A**
 - **Breakout Session 1: What it means to apply to a City grant?**
 - Come to this session to learn the basics of City grant processes. What is an RFP? What is iSupplier? What are the basics of grant writing to best bring your programming/services to life? The ideal audience for this session is nonprofits that have never applied to a City grant before.
 - **Breakout Session 2: Application Best Practices & Common Mistakes**
 - Come to this session to hear from City departments in conversation about the top best practices when applying for City grants and most common mistakes to avoid. The ideal audience for this session is nonprofits that have applied for grants in the past but have been declined.
 - **Breakout Session 3: Federal Grant Management: Reporting & Compliance**
 - Come to this session to hear a detailed presentation on what it takes to manage and report on a federal grant. The ideal audience for this session is nonprofits who have managed City grants before but are new to managing Federal grants.
- **11:30am – Noon:** Other Resources Available
 - Hear from City of Chicago capacity building partners (University of Illinois Chicago, Women's Business Development Center, and Greater Auburn Gresham Development Corporation) on additional resources and opportunities to sign up for small group workshops and 1:1 coaching following the Summit.
- **Noon-3pm:** Optional Office Hours and 1:1 Coaching Available

Visit the website www.chicago.gov/BACPrecoveryplan to learn more. Questions? Contact the Women's Business Development Center at 312-500-0438 or ReadyForRecovery@wbdc.org.